

EEOP Short Form



Wed Apr 04 12:14:15 EDT 2012

Step 1: Introductory Information

Grant Title:	Reduction of Gang and Related Crime	Grant Number:	F11-34023-003
Grantee Name:	City of Wenatchee Police Department	Award Amount:	\$7,345.00
Grantee Type:	Local Government Agency		
Address:	140 S. Mission Wenatche, Washington 98801		
Contact Person:	Terri England	Telephone #:	509-888-4204
Contact Address:	140 S Mission Wenatchee, Washington 98801		
DOJ Grant Manager:	William Johnston	DOJ Telephone #:	360-725-3030

Policy Statement:

The City of Wenatchee is an Equal Opportunity Employer. We provide equal employment opportunity to all employees and applicants to insure that there is no discrimination against any person on grounds of age, sex, marital status, race, belief, national origin, sexual orientation or the presence of non-disqualifying sensory, mental, or physical disability. The City employs, retains, promotes, terminates and otherwise treats all employees and job applicants on the basis of job-related qualifications and competence. These policies and all employment practices shall be applied without regard to any individuals sex, race, color, religion, national origin, sexual orientation, pregnancy, age, or marital status.

Discrimination and harassment to or by City employees will not be tolerated. If you believe that you have been discriminated against or harassed based on your age, marital status, sex, race, national origin, sexual orientation or religious beliefs, or witness such acts, contact Human Resources immediately.

Step 4b: Narrative Underutilization Analysis

The City of Wenatchee Police observed the following based on our review of the Utilization Analysis Chart. White males are significantly underrepresented in Administrative Support positions. Additionally, we observe that white and latino females and latino males are underrepresented as Commissioned Patrol Officers. While white males are underrepresented in non-sworn Administrative Support positions all other job categories show higher representation of white males as a whole. This is particularly true in the area of sworn Patrol Officers, where we are underrepresented by white and latino females and latino males. These results generally reflect the applicant pools we receive for these positions. There may be any number of factors influencing why females are choosing non-sworn or sworn positions and males are choosing sworn positions (high levels of training requirements take them away from home, strenuous physical requirements, exposure to dangerous or undesirable elements of our county, call out requirements.)

Step 5 & 6: Objectives and Steps

1. 1. Assess job marketing strategies to discover if there are avenues that would be more likely to generate female (white/hispanic) and hispanic male candidates for commissioned positions.

- a. Discuss with our four female commissioned personnel (one sergeant and three officers) and our latino officer how they came to be at the City of Wenatchee Police Department. Invite them to share their ideas about active recruitment of women and hispanic officer for WPD.
- b. Survey current officers to discover how they learned about the application process to become a sworn officer at Wenatchee Police. Document and analyze the responses to identify key recruitment avenues for females.
- c. Have the Chief reach out to respected leaders in the Wenatchee hispanic community, to understand the avenues they believe would generate a pool of hispanic candidates for our eligibility list.

2. 2. Identify barriers in the application process that are more likely to screen male candidates for Administrative Support positions.

- a. Run an analysis of the current pay structure for administrative support positions to ensure that they are at market for these job types.
- b. From the pool of candidates for the current eligibility list, determine how many were male candidates and whether they were screened out. If so, determine which screening step excluded them.

Step 7a: Internal Dissemination

1. Distribute the EEOP at an upcoming department head meeting.
2. Post a copy of the EEOP on the City of Wenatchee intranet to inform employees
3. Provide printed copies of the EEOP Short Form to the Chief for community outreach purposes.
4. Include a printed copy of the EEOP Short Form among the materials displayed in the City of Wenatchee Police administrative office.

Step 7b: External Dissemination

1. Post a copy of the EEOP Short Form on the City of Wenatchee website.
2. Include on all job announcements for Wenatchee Police positions that applicants may obtain a copy of the EEOP Short Form on request.

Utilization Analysis Chart
Relevant Labor Market: Chelan County, Washington

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,505/58%	120/3%	4/0%	0/0%	30/1%	0/0%	4/0%	1,520/35%	75/2%	0/0%	4/0%	20/0%	0/0%	10/0%
Utilization #/%														
Professionals														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,050/43%	80/2%	0/0%	0/0%	30/1%	0/0%	20/0%	2,365/50%	115/2%	4/0%	35/1%	4/0%	0/0%	25/1%
Utilization #/%														
Technicians														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	165/29%	20/3%	0/0%	0/0%	0/0%	0/0%	0/0%	355/62%	25/4%	0/0%	4/1%	4/1%	0/0%	4/1%
Utilization #/%														
Protective Services: Sworn-Officials														
Workforce #/%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	255/81%	24/8%	0/0%	0/0%	0/0%	0/0%	10/3%	25/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	19%	-8%	0%	0%	0%	0%	-3%	-8%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	31/84%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	5/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,190/40%	185/6%	4/0%	15/1%	30/1%	0/0%	20/1%	1,360/46%	115/4%	10/0%	20/1%	20/1%	0/0%	10/0%
Utilization #/%	44%	-4%	-0%	-1%	-1%	0%	-1%	-32%	-4%	-0%	-1%	-1%	0%	-0%
Protective Services: Non-sworn														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	10/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%														
Administrative Support														

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Workforce #/%	1/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	9/90%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,640/25%	150/2%	10/0%	15/0%	0/0%	0/0%	35/1%	4,235/65%	325/5%	0/0%	70/1%	15/0%	4/0%	20/0%
Utilization #/%	-15%	-2%	-0%	-0%	0%	0%	-1%	25%	-5%	0%	-1%	-0%	-0%	-0%
Skilled Craft														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,735/85%	170/5%	4/0%	45/1%	20/1%	0/0%	25/1%	220/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%														
Service/Maintenance														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,755/32%	2,625/22%	4/0%	55/0%	50/0%	0/0%	30/0%	3,195/27%	1,835/16%	10/0%	40/0%	70/1%	4/0%	4/0%
Utilization #/%														

Significant Underutilization Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Protective Services: Sworn-Patrol Officers								✓						

Law Enforcement Category Rank Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Sworn Administrators														
Workforce #/%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	31/84%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	5/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

[signature]

[title]

[date]